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May 19, 2015

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**DELEGATE AUTHORITY TO ACCEPT GRANT AWARD FROM UNIHEALTH  
FOUNDATION, AUTHORIZE A SUBGRANTEE AWARD TO THE  
COMMUNITY CLINIC ASSOCIATION OF LOS ANGELES COUNTY AND  
AMEND AN AGREEMENT WITH THE NATIONAL HEALTH FOUNDATION  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

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Director

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**SUBJECT**

*To ensure access to high-quality,  
patient-centered, cost-effective  
health care to Los Angeles County  
residents through direct services at  
DHS facilities and through  
collaboration with community and  
university partners.*

Delegate authority to: (i) accept a grant award from UniHealth Foundation; (ii) authorize a subgrantee award to the Community Clinic Association of Los Angeles County; (iii) amend an Agreement with National Health Foundation to add a Statement of Work and increase the maximum obligation to provide fiscal intermediary and project management services related to the grant; and (iv) execute future amendments to the National Health Foundation Agreement.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of Health Services, (Director), or his designee, to accept and sign a one year grant agreement with UniHealth Foundation (UHF) for \$300,000 for the Department of Health Services (DHS) My Health LA Enrollment and Retention Best Practices Initiative for One-e-App Users Project (Project).

2. Delegate authority to the Director, or his designee, to execute a one year subgrantee award agreement effective May 19, 2015 through May 18, 2016 to the Community Clinic Association of Los Angeles County (CCALAC) in the



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amount of \$100,000, funded from the UHF grant, for their participation in the Project.

3. Delegate authority to the Director, or his designee, to amend Agreement H-705379 with the National Health Foundation (NHF), to add a Statement of Work for the provision of fiscal intermediary and project management services related to the UHF grant and increase the maximum obligation of the Agreement by an amount not to exceed \$200,000.
4. Delegate authority to the Director, or his designee, to execute future amendments to the NHF Agreement to: (a) extend the term of the Agreement on a month-to month basis not to exceed six months in the event additional time is necessary to complete the grant funded Project; (b) revise or incorporate provisions consistent with all applicable State and/or federal law and regulations, County Ordinances and Board policy; (c) make adjustments in project tasks and deliverables, program budget categories, and other project scope adjustments, as needed.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The first recommendation will enable DHS to accept a \$300,000 grant award from UHF for the Project which will provide support to DHS and CCALAC, as well as the community partner clinics participating in the MHLA program and using the program's OEA eligibility and enrollment system. The Project was developed in collaboration with CCALAC and \$100,000 of the grant was specifically requested for CCALAC's participation. The Project is based on the premise that successful use of OEA (at initial enrollment and renewal periods) and ongoing support for MHLA application assistants/enrollers will improve the quality of application submissions to the MHLA program and will result in increased enrollment and decreased dis-enrollments of eligible participants in the program. The grant funds will provide OEA user support to community clinics partners; launch an ongoing OEA user training structure and develop MHLA participant retention strategies and systems.

The second recommendation will enable DHS to provide \$100,000 of the UHF grant to CCALAC as a subgrantee. CCALAC will act as a liaison or conduit for information between DHS and community partner clinics. CCALAC activities will include: convening an Outreach and Enrollment Peer Network; participating on several committees with DHS, designated OEA staff, and community partner representatives to identify training need, develop training, determine policies and provide guidance and ensure on-going coordinated effort between DHS, CCALAC and the community clinic partners; and serve as an on-site resource for community partner clinics participating in MHLA. Peer networks have demonstrated results. CCALAC currently convenes 15 different peer networks and those clinics that participate in these networks regularly outperform the clinics not participating.

The third recommendation will enable DHS to amend the NHF Agreement to add a Statement of Work related to the UHF grant and increase the maximum obligation of the agreement by no more than \$200,000 to allow NHF to provide fiscal intermediary and project management services for this grant. The scope of services provided by NHF will include working with DHS to retain a consultant that would promote the proper use of OEA by community partner clinic staff that must be well-versed in MHLA program eligibility rules, and OEA eligibility processes. The consultant would provide for ongoing, centralized training, user support, and troubleshooting, which will ensure OEA system integrity and quality, which will in turn minimize enrollment errors and improve applicant and user experience. NHF will also provide fiscal/financial data to DHS for periodic UHF grant reporting by DHS which includes working with DHS to ensure grant allocation to, and required grant reports from CCALAC.

The forth recommendation will provide DHS with the flexibility to execute future amendments to the NHF Agreement.

### **Implementation of Strategic Plan Goals**

The recommended actions support Goal 1, Operational Effectiveness/Fiscal Sustainability; and Goal 3, Integrated Services Delivery of the County's Strategic Plan.

### **FISCAL IMPACT/FINANCING**

Funding is included in DHS' FY 2014-15 Final Budget and if needed will be included in future Fiscal Years budgets.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

County Counsel will review and approve the agreements as well as the NHF amendment as to form prior to execution.

### **CONTRACTING PROCESS**

The existing Agreement with NHF will be amended to include fiscal intermediary and project management services for the new grant. NHF has provided similar services under the current Agreement in support of DHS implementation of OEA.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will enable DHS to ensure the MHLA program achieves its goals of providing comprehensive health care for the remaining uninsured and doing so in an administratively simplified manner.

The Honorable Board of Supervisors

5/19/2015

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Respectfully submitted,

A handwritten signature in black ink, reading "Mitchell Katz". The signature is written in a cursive, flowing style.

Mitchell H. Katz, M.D.

Director

MHK:db

c: Chief Executive Office  
County Counsel  
Executive Office, Board of Supervisors